

**Meeting:** National Crisis Management Team Meeting, **Meeting #8** COVID19

Indigo Room, Dr Steevens' Hospital, Dublin 8.

**Date:** Friday, 14th February 2020: 11:00am – 12:00pm.

**Attendance**

**Member** - Paul Reid, CEO HSE; Liam Woods, ND Acute Operations; Paul Connors, ND National Communications (By teleconference); Sean Bresnan, Procurement; David Walsh, ND Community Operations; Stephanie O'Keeffe, ND Strategic Planning & Transformation (By teleconference); Annemarie Hoey, ND Human Resources; Fran Thompson, Chief Information Officer; Martin Dunne, Director National Ambulance Service (By teleconference); Tom McGuinness, AND National Emergency Management; Joe Ryan, ND National Services; Anne O'Connor Chief Operations Officer; John Kelly, Head of Corporate Affairs.

**Subject Matter Experts** – Dr Kevin Kelleher, Public Health; Ciaran Browne, Acute Hospital Operations, Dr John Cuddihy, HPSC; Dr Colm Bergin (by teleconference); Denise Long, National Emergency Management.

**In Attendance** - Dr Trish Markham, National Emergency Management (By Teleconference), Amanda Prior, National Emergency Management; Cahir O'Byrne National Emergency Management; Colette Bonner, Department of Health (by teleconference); Laura Monaghan.

**Apologies:** - Stephen Mulvaney, Chief Financial Officer.

**Minutes:**

Topic	Discussion	Action	Owner
1.			
Introduction:	<p>The Chief Executive Officer (CEO) opened the eight meeting of the National Crisis Management Team.</p> <p>The minutes were taken as read and accepted with slight amendment to Acute Operations section.</p> <p>*All documents referring to Coronavirus to be updated to amend 'Coronavirus' or other variations to the 'COVID19' as defined by WHO.</p>		
2.			
Actions updates from previous meeting:	The CEO requested an update on actions arising from NCMT meeting on 11th February 2020.	The action list has been updated as necessary to reflect actions remaining open/closed off on running action log.	HSE National Emergency Management
3.			
IMO boards:	The Information Management Boards were briefed to the group and key issues arising from same discussed.	Actions arising from IMO have been logged on running action log.	HSE National Emergency Management
4.			

Public Health:	A draft updated version of the previous pandemic plan is now available.		
5.			
NPHE:	As discussed at previous meeting, the need for translation services across the health sector has been reviewed.	To explore options around access to national translation services for the Health organisation (HSE/DoH)	HSE National Emergency Management – Tom McGuinness HSE Procurement – Sean Bresnan
5.			
HCID Update:	<p>An update of the HCID group was issued by Denise Long – as per Recognised Current Situation.</p> <p>Discussion took place regarding the next phases of COVID-19 and strategic plans required to ensure preparedness across the HSE.</p> <p>The current waste provider has introduced a worldwide decree in relation to the handling of COVID-19 waste. The provider will treat all waste as Special Category B.</p> <p>The repatriation of Irish Citizens with COVID-19 from China was discussed. The Civil Protection Mechanism (CPM) will be reviewed in light of COVID-19. A teleconference of the CPM group will take place this afternoon.</p>	<p>Update to be provided at next meeting.</p> <p>The CEO requested HCID address all issues around strategic next steps with regard to planning for COVID-19 and revert to NCMT with courses of action and recommendations.</p> <p>Services to conduct an impact assessment on waste providers decision to categorise COVID-19 waste as Category B Special.</p> <p>The CEO requested this is raised to the EAG to determine the clinical requirement/possibilities around a medical repatriation of a critically unwell IR citizen from China.</p>	<p>HSE National Emergency Management – Denise Long</p> <p>HSE National Emergency Management – Denise Long</p> <p>HSE Acute Operations – Liam Woods HSE NAS – Martin Dunne HSE Community Operations – David Walsh</p> <p>HSE National Emergency Management – Tom McGuinness</p>

		Update on CPM to be provided at next meeting.	HSE National Emergency Management – Denise Long
6.			
Work streams:	<p><b><u>Communications:</u></b></p> <p>A Communications Coordination Group has been established.</p> <p>Work is ongoing with OOCIO on the expansion of HSE Live using capacity taken from NDOC.</p> <p>Two new videos are being prepared for dissemination to staff in relation to hand hygiene and general awareness.</p> <p><b><u>Occupational Health:</u></b></p> <p>The definition of ‘Close Contact’ has been agreed and communicated appropriately.</p> <p>Guidance is being finalised in relation to healthcare workers returning from China.</p> <p><b><u>Procurement:</u></b></p> <p>The dissemination of PPE packs is ongoing. The CEO extended his thanks to HSE Procurement in relation to distribution of same.</p>	<p>Supply chain analysis for wider government particularly regarding fleet/IT to be suggested through NPHET/HTCG forums.</p>	<p>HSE National Emergency Management - Tom McGuinness</p>

	A broad review of supplies has commenced with potential impacts being highlighted to NCMT. A current assessment may be required in regards to pharmaceuticals.		
7.			
Department of Health:			
8.			
Next meetings	<p>The next meeting of the NCMT will be as follows</p> <ul style="list-style-type: none"> <li>• NCMT # 9 Tuesday 18<sup>th</sup> Feb, 09:00am <b>Dargan Building</b></li> </ul>	T/C details to be disseminated for members unable to attend in person.	HSE National Emergency Management